

**Coordination, Cooperation, & Connectivity Action Team**  
**Meeting Notes**  
**February 26, 2004**

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**Attendance** Bob Adams, Sharon Edgar, Jennifer Evans, Clark Harder, Gordon Mackay, Kim Johnson, Matt Schoenherr, Sara Smith

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**Meeting Overview**  
*(25 words or less)* The team reviewed and discussed the issues, goals and actions. The actions were rolled up into three main actions and an action plan was determined for the next several meetings.

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**Meeting Notes**

1. Summary of last meeting
2. Update on progress of other Summit Action Teams
3. Brainstormed on the Actions – could items be eliminated or combined
4. Rolled the Actions into three main actions:
  - a. Mechanisms/bodies/relationships (Actions 1, 2, 3, 7, 8)
  - b. Incentives (regulatory/financial) (Actions 4, 5, 6)
  - c. Research/technology/information (Action 2)
5. Determined Action Items and Agenda Items for next meeting
6. Determined meeting schedule

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**Action Items**

1. Clark Harder will meet with other team moderators
2. Clark will review videos of initial speakers and recommend videos for team review
3. Team members will review recommended videos
4. Team members will identify other resources/experts to be part of the team
5. Clark will contract members of the original planning team
6. Teleconferencing will be considered for future meetings
7. Jennifer Evans will provide Regional Review Process
8. Sharon Edgar will provide the role of the MDOT TSCs

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**Proposed Agenda Topics For Next Meeting**

1. Introductions
2. Summary of last meeting
3. Summary of moderators' meeting
4. Discussion of speaker videos
5. Presentation of Regional Review Process
6. Presentation of role of the TSCs
7. Discussion of Mechanisms/Bodies/Relationships
8. Action Items and Agenda for next meeting
9. Post critique of the meeting

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**Next Meeting  
Dates**

1. Meetings will be the 4<sup>th</sup> Tuesday of each month from 12:30 - 4  
March 23, 2004  
April 27, 2004  
May 25, 2004  
June 22, 2004  
Secondary Training Center, Lake Michigan Room 7575 Crouner Drive,  
Lansing, MI